

Spec. Programs 3

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MEMORANDUM FOR: Director of Training

SUBJECT: War Planners' Conference

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1. A War Planners' Conference is scheduled to be held in Room 1037K during the period 16-20 January 1956. The program for the conference is inclosed herewith.
2. In order that the conference will be of maximum value to War Planning Groups:
 - a. The agenda has been developed to provide overseas War Planners with a forum at which views on their current problems may be exchanged.
 - b. The conference agenda has been built around items recommended by Senior War Planners.
 - c. A minimum of time has been allotted to formal presentations so as to leave adequate time for general discussion.
 - d. Since the War Planners are generally familiar with the various problems, no attempt will be made to give comprehensive treatment to any of the agenda items in the formal presentations. Rather it is planned that the formal presentations will be confined to an introduction of the various problems and leave their further development to the discussion periods.
 - e. The primary function of the Headquarters representatives will be to answer questions raised by the War Planners.
 - f. Discussions during the periods indicated in the program should be confined to aspects of general interest to all Senior War Planners. In this connection it should be noted that only four hours per day have been allotted for formal sessions.
 - g. Individual War Planners' problems should be discussed outside the formal sessions.
 - h. In anticipation that a requirement will develop for detailed area or functional group discussions outside of formal conference sessions, TDY orders for Senior War Planners' representatives provide for them to remain in Washington until 27 January.
 - i. Upon conclusion of the conference, the major discussions will be summarized in a Memorandum for Record which will be made available

to interested/

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Document No. 003

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

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to interested offices upon request.

3. Security requirements, space limitations, and the necessity for encouraging maximum participation on the part of Senior War Planners' representatives preclude the issuance of blanket invitations to all Headquarters elements whose attendance might otherwise be desirable. Consequently one space will be reserved for the use of your office during the conference. It is requested that you inform PPC/WPD of the name of your designated representative and indicate which sessions he will attend in order that unused spaces may be allocated to other interested offices.

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Planning and Program Coordination Staff

Enclosure:

1 - Conference Program